

FRESNO, CALIFORNIA

CLASS SPECIFICATION

ASSISTANT WASTEWATER FIELD MAINTENANCE TECHNICIAN

FLSA STATUS:

Non-Exempt

CLASS SUMMARY:

The Assistant Wastewater Field Maintenance Technician is the first and entry level in a three level Utilities Wastewater Treatment Field Maintenance series. Incumbents are responsible for performing activities related to controlling and distributing treated effluent water through a series of canal systems.

The Assistant Wastewater Field Maintenance Technician is distinguished from the Wastewater Field Maintenance Technician, which has responsibility for performing journey level activities associated with controlling and distributing treated effluent water.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

**FRE-
QUENCY**

1.	Implements weir and gate settings to effluent canals and infiltration disposal systems to achieve and maintain maximum efficiency.	Daily 40%
2.	Performs ground maintenance activities around ponds, including mowing weeds, discing ponds, and spraying weeds.	Daily 25%
3.	Operates a variety of light equipment associated with mowing, spraying, discing, and distributing water.	Daily 25%
4.	Maintains a variety of records of free board in ponds, reclamation wells, effluent lift pumps, offsite irrigation, fuel, and/or other applicable areas.	Daily 10%
5.	Performs routine maintenance and repairs on head gates, slide gates, screw gates, and/or other applicable items.	Weekly 10%
6.	Implements de-watering procedures at ponds or plant facilities.	Monthly 5%
7.	Implements rodent, insect, and weed control in and around canals, roads, gates, and ponds.	Monthly 10%
8.	Maintains records of pond percolation rates.	Monthly 5%
9.	Performs other duties of a similar nature or level.	As Required

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Training and Experience (positions in this class typically require):

- One year of experience in the maintenance and tending of ditches, infiltration systems, or related systems is required;
- OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (positions in this class typically require):

- Basic Class C License

Knowledge (position requirements at entry):

Knowledge of:

- Advanced wastewater field maintenance and repair principles and techniques
- Soil conditions related to water dispersal, excavations and trenching
- Recordkeeping principles and practices
- Safe work practices and procedures

Skills (position requirements at entry):

Skill in:

- Safely operating and maintaining applicable tools and equipment
- Using and maintaining applicable tools, equipment, vehicles, and hardware and software related to job duties
- Preparing and maintaining accurate and complete records used in preparing reports used in state discharge requirements
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, business, organizations, elected and appointed officials, media, etc. sufficient to exchange or convey information, give/receive work direction

Physical Requirements:

Positions in this class typically require: feeling, finger dexterity, grasping, hearing, repetitive motions, seeing, talking, bending, kneeling, lifting, reaching, standing, stooping, walking, balancing, climbing, crawling, crouching, pulling and pushing.

Very Heavy Work: Exerting up to 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to moving mechanical parts, electrical hazards, vibrations, fumes, odors, dusts, poor ventilation, adverse weather conditions, environmental hazards, gasses, chemicals, oils, work space restrictions, inadequate lighting and intense noises.

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Note:

The above job specification is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Classification History:

Draft prepared by Fox Lawson & Associates (LM)

Date: 12/2007

Reviewed by the City of Fresno

Date: 5/2008